



STATE OF CONNECTICUT
Department of Correction
Operations Division
24 Wolcott Hill Road
Wethersfield, CT 06109

PRIVILEGED / PROFESSIONAL VISIT CONTACT INFORMATION

Provided is a list of primary and secondary telephone contacts for each DOC facility with the name of the staff person responsible for scheduling privileged and professional visits. In addition, the facility count times are provided.

All privileged/professional visits shall be reasonably accommodated. A valid driver's license and a professional credential shall be required for any professional not on the visitor's list. Privileged and professional visits may be accommodated with private visits, if appropriate. When a questionable circumstance arises regarding accommodation of the professional visitor, the shift supervisor, in consultation with the Duty Officer, shall personally investigate the situation using face to face contact, and obtain any additional information necessary to try to accommodate the visit. If a privileged/professional visit is denied, the Shift Supervisor or higher authority shall complete an incident report, in accordance with Administrative Directive 6.6, Reporting of Incidents. Stating the reason(s) for the denial; the incident shall be reported as a Class 3 incident.

Bergin Correctional Institution

Privileged/Professional visits are held between 8:30 a.m. and 3:00 p.m. – Monday through Friday or any other day or time with prior notice. Outside business hours, the Lieutenant's office may be contacted at (860) 487-2721.

- *Primary Contact - Laura Olsen (860) 487-2786; M-F 7:30 a.m. – 4:00 p.m.*
- *Secondary Contact - Andrew Iweka (860) 487-2718; M-F 8:00 a.m. – 4:00 p.m.*
- *Warden's Secretary - Nancy Bard (860) 487-2701*

Facility Count Times: 7:15 a.m., 12:00 p.m., 3:15 p.m., 6:00 p.m., 9:30 p.m., 11:00 p.m.

Bridgeport Correctional Center

Privileged/Professional visits are held at 8:00 a.m. – 10:45 a.m., 12:45 p.m. – 2:45 p.m., and 6:30 p.m. – 10:30 p.m. All visitors must sign in at the new Center Lobby and proceed to the designated building.

- *Primary Contact - Donna Compare (203) 579-6131 x517; M-F 7:15 a.m. – 3:15 p.m.*
- *Secondary Contact - Karen Danis (203) 579-6131 x513; M-F 7:15 a.m. – 3:15 p.m.*
- *Warden's Secretary - Katrien White (203) 579-6236*

Facility Count Times: 12:00 a.m., 2:00 a.m., 4:00 a.m., 6:15 a.m., 11:45 a.m., 2:45 p.m., 5:15 p.m., and 11:00 p.m.

Brooklyn Correctional Institution

Privileged/Professional visits are held during business hours – 8:00 a.m. – 4:00 p.m. with 24-hour advance notice and authorization in writing from the Unit Administrator or designee.

- *Primary Contact* - Gloria Shabenas (860) 779-4519; M-F 7:30 a.m. – 4:00 p.m.
- *Secondary Contact* - David Guarino (860) 779-4518; M-F 8:00 a.m. – 4:00 p.m.
- *Warden's Secretary* - Kelley Rochefort (860)779-1764

Facility Count Times: 8:00 a.m., 12:30 p.m., 3:30 p.m., 5:30 p.m., 11:00 p.m., 1:00 a.m., 3:00 a.m., and 5:00 a.m.

Carl Robinson Correctional Institution

Privileged/Professional visits will take place in the A&D Area or the Visiting Room.

- *Primary Contact* - Helen Johnston (860) 763-6240 or 6381; M-F 8:00 a.m. – 4:00 p.m.
- *Secondary Contact* - Paul Ouellette (860) 763-6240 or 6235; M-F 8:00 a.m. – 4:00 p.m.
- *Warden's Secretary* - Yoke Twarosch (860)763-6308

Facility Count Times: 8:00 a.m., 3:15 p.m., 10:00 p.m., 12:00 a.m., 2:00 a.m., 4:00 a.m., 6:00 a.m.

Cheshire Correctional Institution

This facility regularly accommodates privileged/professional visits during the hours of 8:00 a.m. – 9:00 p.m. seven days a week. However, a visitor may request such a visit outside of this time period and shall be accommodated as permitted by facility operations.

- *Primary Contact* - David Trapasso (203)250-2664 ; M-F
- *Secondary Contact* - Major Jonathan Hall (203)250-2604; M-F
- *Warden's Secretary* - Linda Harper (203)579-6236

Facility Count Times: 7:15 a.m., 12:30 p.m., 3:15 p.m., 10:00 p.m., 11:00 p.m.

Corrigan/Radgowski Correctional Center

Privileged/Professional visits are conducted seven days a week upon request from the visitor. Such visits are avoided, if possible, during count and chow times.

Corrigan Building

- *Primary Contact* - Dior Mulholland (860) 848-5808; M-F 7:30 a.m. – 4:00 p.m.
- *Secondary Contact* - Lynette Joseph (860)848-5768
- *Warden's Secretary* -Suzanne Guida (860)848-5720

Radgowski Building

- *Primary Contact* - Charlene Baskerville (860) 848-5113; M-F 7:30 a.m. – 4:00 p.m.
- *Secondary Contact:* - Stavama McTighe (860)848-5030

Facility Count Times: 12:00 a.m., 3:00 a.m., 5:00 a.m., 7:30 a.m., 12:00 p.m., 4:00 p.m. and 11:00 p.m.

Enfield Correctional Institution

Privileged/Professional visits are held between the hours of 8:00 a.m. to 12:00 p.m., 1:00 p.m. to 3:00 p.m., 4:00 p.m. to 5:45 p.m. and 6:30 p.m. to 9:00 p.m.

- *Primary Contact: - Reggie Pope (860) 763-7320; M-F 8:00 a.m. – 4:00 p.m.*
- *Secondary Contact - Carol Bellefeuille (860) 763-7312; M-F 8:00 a.m. – 4:00 p.m.*
- *Warden's Secretary - Flabia Feo (860)763-7325*

Facility Count Times: 12:30 p.m., 3:30 p.m., 6:00 p.m., 10:00 p.m., 12:00 a.m., 2:00 a.m., 4:00 a.m., 5:30 a.m., 7:30 a.m.

Garner Correctional Institution

Facility policy attempts to accommodate any and all reasonable requests within the hours of 8:00 a.m. to 11:00 a.m., 12:30 p.m. to 3:15 p.m. and 6:00 p.m. to 9:30 p.m. If a visitor requires a visit outside of the above hours, such visits are reasonably accommodated per facility operations.

- *Primary Contact - Valerie Light (203) 270-2889; M-F 8:00 a.m. – 4:00 p.m.*
- *Secondary Contact: - Linda Green (203)270-2800 x2762*
- *Warden's Secretary - Aleisha Hall (203)270-2810*

Facility Count Times: 12:00 a.m., 2:00 a.m., 4:00 a.m., 5:00 a.m., 12:00 p.m., 4:00 p.m., 11:00 p.m.

Gates Correctional Institution

All Privileged/Professional visits are to be reasonably accommodated. Should a visitor want to visit an inmate during normal facility activity hours, appointments and advance scheduling are not required. However, based on facility schedule, reasonable times are from 8:00 a.m. – 11:00 a.m., 12:30 p.m. – 3:15 p.m. and 6:00 p.m. – 9:30 p.m.

- *Primary Contact - Maureen Cox / Cecelia Rodriguez (860) 691-4700; M-F 8:00a.m. – 4:00 p.m.*
- *Secondary Contact - Robin Lesinski (860)691-4739*
- *Warden's Secretary - Jane Gaudreau (860)691-4701*

Facility Count Times: 12:15 p.m., 3:30 p.m., 10:30 p.m., 12:15 a.m., 3:30 a.m., 7:30 a.m.

Hartford Correctional Center

Attorney visits are allowed 7 days a week. If the inmate count has started, we request that the visit take place after the count clears, if possible.

Privileged/Professional (non-attorney) visits are Monday through Friday 8:45 a.m. – 10:45 a.m., 1:30 p.m. – 3:00 p.m. and 7:00 p.m. – 10:00 p.m.

- *Primary Contact - Laura Monoccio (860)240-1829; M-F*
- *Secondary Contact - Lauren Powers (860)240-1828*
- *Warden's Secretary - Connie Bancroft (860)240-1803*

Facility Count Times: 12:00 p.m., 4:00 p.m., 10:00 p.m., 12:00 a.m., 1:30 a.m., 3:00 a.m., 5:00 a.m., 8:00 a.m.

MacDougall-Walker Correctional Institution

Although Privileged/Professional visits are reasonably accommodated without notice if they do not impact facility operations, pre-scheduled professional visits are encouraged.

Walker Building:

- *Primary Contact - Stacy Nelson (860) 292-2434; M-F 8:00 a.m. – 4:30 p.m.*
- *Secondary Contact - Marilyn Dailey (860) 627-2197; M-F 8:00 a.m. – 4:30 p.m.*
- *Warden's Secretary - Joanne McIntosh (860) 627-2101*

MacDougall Building

- *Primary Contact - Marilyn Dailey (860) 627-2197; M-F 8:00 a.m. – 4:30 p.m.*
- *Secondary Contact - Sandra Babcock (860) 627-2185; M-F 7:30 a.m. – 4:00 p.m.*

Facility Count Times: 7:05 a.m., 11:45 a.m., 3:05 p.m., 6:15 p.m., 10:00 p.m., 12:00 a.m., 2:00 a.m., 4:00 a.m., and 5:15 a.m.

Manson Youth Institution

There is no set hours for Privileged/Professional visits at this facility. Such visits shall be accommodated within reasonable hours. Visits can also be arranged through the Shift Commander's Office on weekends and evenings at (203) 806-2549 or (203) 806-2550.

- *Primary Contact - Christine Anderson (203) 806-2556; M-F 8:00 a.m.- 4:00 p.m.*
- *Secondary Contact - Carey Milutis (203) 806-2554*
- *Warden's Secretary - Barbara Westenburg (203) 806-2502*

Facility Count Times: 12:00 p.m., 3:30 p.m., 10:00 p.m., 12:00 a.m., 2:00 a.m., 4:00 a.m. and 6:00 a.m.

New Haven Correctional Center

Privileged/Professional visits are held Monday through Friday from 9:30 a.m. – 11:00 a.m., 1:30 p.m. – 3:00 p.m., and 7:00 p.m. – 10:00 p.m.

- *Primary Contact - Kenneth Bush (860) 974-4108; M-F 7:15 a.m. – 3:15 p.m.*
- *Secondary Contact - James Barone (203) 974-4125; M-F 7:15 a.m. – 3:15 p.m.*
- *Warden's Secretary - Norma Candelario (203) 624-3310*

Facility Count Times: 12:00 p.m., 3:00 p.m., 5:30 p.m., 11:00 p.m., 12:15 a.m., 3:00 a.m., 5:30 a.m., 7:15 a.m.

Northern Correctional Institution

Privileged/Professional visits are accommodated on an as needed basis. Such visits are also allowed during the social visiting hours of 8:00 a.m. – 10:00 a.m., 12:30 a.m. – 2:00 p.m., and 6:00 p.m. – 9:00 p.m.

- *Primary Contact - Melissa Guzie (860) 763-8643; M-F 7:30 a.m. – 4:00 p.m.*

- *Secondary Contact* - Diane Sullivan (860) 763-8645; M-F 7:30 a.m. – 4:00 p.m.
- Deborah Broderson (860) 763-8648; M-F 7:30 a.m. – 4:00 p.m.

Warden's Secretary - Kathleen Garner (860) 749-0116

Facility Count Times: 7:00 a.m., 2:15 p.m., 3:00 p.m., 8:00 p.m., 10:00 p.m., 11:00 p.m., 2:00 a.m., 4:00 a.m., 6:00 a.m.

Osborn Correctional Institution

Privileged/Professional visits are scheduled during regular visiting hours in the visiting room. Separate meeting rooms are sectioned off for privacy. In the event a visit cannot be scheduled during those hours, an officer is assigned to remain as an escort.

- *Primary Contact* - Cathy Palardy (860) 566-7500 x5320; M-F 7:30a .m. – 4:00 p.m.
- *Secondary Contact* - Joann Kertanis (860) 566-7500 x 5406; M-F 7:30 a.m. – 4:00 p.m.
- *Warden's Secretary* - Nancy Spanswick (860)623-0417

Facility Count Times: 12:00 a.m., 3:00 a.m., 7:00 a.m., 3:30 p.m., 10:00 p.m.

Webster Correctional Institution

Due to the small number of privileged/professional visits at this facility, there is no set visiting schedule. Accommodations are made on all reasonable requests on first and second shifts with proof of identification.

- *Primary Contact* - James Maynard (203)271-5935; M-F
- *Secondary Contact* - Antonio Lopes (203)271-5977; M-F
- *Warden's Secretary* - Donna Finelli (203)271-5910

Facility Count Times: 11:00 p.m., 3:00 a.m., 6:00 a.m., 11:00 a.m., 3:30 p.m., 8:30 p.m.

Willard-Cybulski Correctional Institution

Privileged/professional visits are mainly held during the hours of 8:00 a.m. – 5:00 p.m., but are reasonably accommodated at any time.

- *Primary Contact* - Maggie Gomez (860) 763-6520; M-F 7:30 a.m. – 4:00 p.m.
- *Secondary Contact* - Liz Francini (860) 763-6127; M-F 7:30 a.m. – 4:00 p.m.
- *Warden's Secretary* - Susan Grucci (860)749-0485

Facility Count Times: 2:00 a.m., 5:00 a.m., 7:00 a.m., 11:00 a.m., 3:00 p.m., 9:30 p.m., 11:00 p.m.

York Correctional Institution

Privileged/Professional visits are held between the hours of 8:00 a.m. – 10:45 a.m. and 12:30 p.m. – 2:15 p.m. Unscheduled attorney visits will be reasonably accommodated at any time unless there is a facility emergency.

- *Primary Contact:* - Teresa Pemberton (860) 691-6726; M-F 8:00 a.m. – 4:00 p.m.
- *Warden's Secretary* - Nena Beckwith (860)691-6711

Facility Count Times: 12:00 a.m., 1:30 a.m., 3:30 a.m., 5:00 a.m., 7:00 a.m., 12:00 a.m., 3:15 p.m., 5:30 p.m., 10:00 p.m.

Rev. 3/2005